

ACEC/Division of Engineering Services Structures Liaison Committee

MEETING MINUTES

DATE: March 25, 2010
TIME: 10:00 am – 12:00 pm
LOCATION: Caltrans Department of Transportation
Division of Engineering Services
1801 30th Street, Room 102 (Farmers Market 1 Building, 1st Floor)
Sacramento, CA 95816

Offsite Video Teleconference Location:
District 12 Office, Room C1-165
3337 Michelson Drive, Irvine

MINUTES:

I. CALL TO ORDER & INTRODUCTIONS

II. REPORTS ON TECHNICAL TOPICS

- A. CTBridge Forum
(Mark A.) CTBridge Forum is still underutilized. J. Holombo created a flyer to spread the word.

Action Item: Mark A. to email to Rob for distribution in Caltrans.

- B.
1. Caltrans Bridge Design Academy Materials
(Rob) The Academy currently has 7 modules:
 - 1) Intro1: Superstructure Design (online)
 - 2) Intro 2: Substructure Design (online Beta version)
- “Face to face” classes:
- 3) Seismic Design
 - 4) Earth Retaining Structures
 - 5) Field Engineering
 - 6) Intro to Geotechnical Investigations
 - 7) Project Delivery

Caltrans attorneys are citing intellectual property rights and are not inclined to release the academy materials at this point. Jim will continue to follow up.

Jay mentioned that "Tech Transfer" is part of the UC system and provides transportation courses subsidized by FHWA. They currently offer a 2-day course on bridge design.

Action Item: Jay will forward information on Tech Transfer to Mark A.

2. Dolores clarified the status of standards for geotechnical investigations and reporting

- 2007 Logging Manual has been revamped and is available online. This is the only standard currently in print. A 2010 draft should be available around online in early April
- Other guidelines are in Memo to Designers or AASHTO
- A memo was issued describing the exception process to follow for a project not adhering to the Logging Manual. Required signatures for this process will come through typical OSFP Liaison channels
- Foundation Report Preparation Manual has been separated into "formatting" provisions for reports (available now) and "procedures" which are in the old manual.

Action Item: Dolores to send exception process memo to Sudhakar to post on the web.

3. Rob: Pile Mitigation Workshop was held with approximately 40 people in attendance including Caltrans and general contractors. ADSC had several people as well. Program included:

- Guidelines presentation
- 4 case studies
- Afternoon discussion:
 - Improve communication
 - Speed data access
 - Increase risk assumed by Caltrans (by contract timelines)
 - Have pre-construction meeting

4. Clarification of concrete cover requirements for CIDH piles:

- For Standard Plan 16" piles, 2" cover is adequate because these piles are built in the dry

Action Item: Lam to send updated memo clarifying that the CIDH cover requirements do not conflict with the Standard Plans. May also include a reminder about requirements for showing gamma ray tubes on design plans.

5. New MTD 3-7 has instructions for resolution of pile mitigation.

III. UPDATES

A. ADSC Updates

1. Ray F. presented a draft agenda of the ADSC Seminar
 - Consultants are welcome to attend. Registration is \$175

Action Item: Ray to send seminar information to ACEC/DES Committee attendees

2. Invoicing on Caltrans contracts (Mark A.)
 - Mark Ashley presented a draft letter of recommendations for streamlining the invoicing process to Jim Davis
 - Example: 6 spreadsheets streamlined to 2 spreadsheets to eliminate duplicate information
3. Workshops (Jim F.)
 - a) Trenching & Shoring Seminar. Arrangements for both seminars are set. Seeking consultants to sponsor for costs of printing handouts (~ 50 pg.)

Action Items:

- **Tom W. to email to Sudhakar for distribution to local agencies.**
- **Mark A. to send another mass email to request sign-ups**
- **Ray F. to distribute to ADSC members**

- b) CIDH Pile Seminar (Rob)

There are many workshop/seminar materials available. Need to decide what to include in workshop (design/construction). Dolores noted that Caltrans is still targeting October 2010 for LRFD for substructures and retaining walls (consultants ~ 4 months later)

Action Items:

- **Dolores and Rob to send available CIDH workshop materials to Mark**
- **Mark to distribute to committee & setup conference call to discuss**

4. AASHTO 2010 Bridge Meeting – May 23-27 in Sacramento (Mark A.)

- Mark has sent emails for sponsorships and will follow up soon with phone calls
- Have about \$60k in sponsors already
- Caltrans will not be able to provide as many volunteers so may need more volunteers from consultants

Action Item: Mark to resend email request for consultant volunteers

B. Project Development Oversight/Updates/Contracting Opportunities (Lam)

- SOQ's for two METS contracts are out, March 25 is deadline for short list
- Caltrans resources are being reviewed; Staff reduction may increase contracting potential but unknown at this time
- Rob suggests that QA/QC/IQA need to be defined better and development of better guidelines.

Action Item: Lam will email a copy of the Deputy Directive that covers the QA responsibilities of sponsoring agencies.

C. DES Updates

a) (Jim D.)

- LAO report recommended cut 1500 Caltrans staff
- From January 1st: Tony Marquez moved to Structure DES service
- Jim D (with Lam) now does OSFP, Local Assistance and Contracting

b) (Dolores) A new memo regarding archiving process has been issued. Transitioning to electronic archives: Translab is scanning all documents and moving to electronic filing system

c) (Sudhakar) Three design build projects coming up – Rt. 99/1, IT Project, 605/10 Interchange

d) (Rob) Trenching & shoring review will switch to round stamp and written form for comments

D. Statewide Committee Report

- Caltrans has proposed risk-based audit procedure
- Bench contracts introduced in State Senate Bill SB12-15
- (Kevin) Caltrans work furloughs will be ending

IV. 2010 Meeting Schedule

- June 24, 2010
- September 23, 2010
- December 9, 2010

ATTENDEES

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